



Alabama Department of Economic And Community Affairs

FOB JAMES, JR.
GOVERNOR

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ALABAMA CDBG INTERGOVERNMENTAL POLICY LETTER NUMBER 20

TO: Persons Interested in State
CDBG Program

FROM: Edwin I. Gardner
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Development Division

POLICY ON VOLUNTEER LABOR ON HOUSING REHABILITATION OR NEW CONSTRUCTION

As it is the desire of ADECA to deliver to residents, as quickly as possible, decent, safe, and sanitary housing, the following policy of this Agency is implemented.

Volunteer labor will only be allowed on housing new construction or rehabilitation in the following circumstances:

1. Volunteers will be under the direct supervision of a contractor licensed by the Alabama Homebuilders Licensure Board.
2. This contractor will be liable for the volunteers and provide liability insurance, workmen's compensation, and a one year warranty on all work performed by the volunteers. Documentation on these requirements must be provided to the State prior to any work being started.
3. Time and attendance records will be kept on all volunteer work.
4. No volunteer can be compensated for work performed.
5. Prior written approval must be obtained from ADECA.

In no other instance can volunteer labor be a part of either housing rehabilitation or new construction.

This policy is applicable to housing rehabilitation and new construction whether through relocation or other means and is effective immediately.